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(54) Abstract Title

Consignment note comprising adhesively bonded sheets with release coatings

(57) A composite sheet or laminate 10 (Fig 1) for use as a consignment note, comprises front and rear sheets 12, 14 bonded by an adhesive layer 13 and includes silicone release coatings 18, 24, 26. A sheet portion bearing a release coating can be peeled away to expose an area of adhesive. The composite sheet can be Z-folded (Fig 3A) about fold lines 30, 32 and an L-shaped strip 34 (Fig 3B) peeled away from the middle panel 16 to expose a band of glue enabling panel 22 to be adhered thereto and form a pocket open along edge 44. Peeling away bottom panel 22 of rear sheet 14 exposes an area of adhesive so that the consignment note can be adhered to a parcel or envelope. The composite sheet can be laser printed.

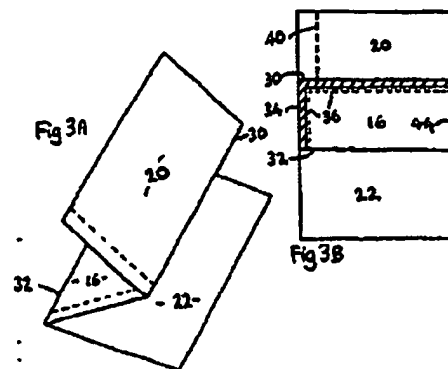
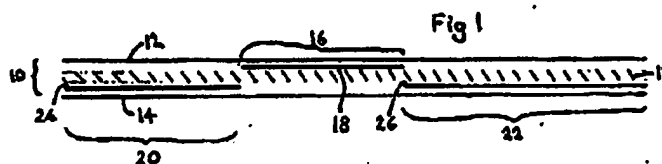


Fig 3B

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STATIONERY

The present invention relates to stationery, and to a method of producing stationery. In one preferred form, it relates to a stationery item which may be used as a consignment note.

The conventional form of consignment note is a multi-layer item, incorporating NCR sheets. Thus it has to be printed by means of an impact printer. Such a note is generally produced by feeding a multi-layer web through an impact printer, the web having marginal portions with sprocket holes so that it can be tractor drawn through the printer. However, impact printers, and even typewriters are increasingly rare, and it would be desirable to be able to produce multi-layer items such as consignment notes without requiring the use of an impact printer.

In a first aspect, the present invention provides an item of stationery having a front face sheet, a rear face sheet, an adhesive layer between said front and rear face sheets; first release means interposed between a first portion of a face sheet and the adhesive layer; and second release means interposed between a second portion of a face sheet and the adhesive layer. The first and second release means may affect the front and rear face sheets, respectively. Alternatively they may affect spaced portions of the rear face sheet. They are

generally at least substantially non-overlapping. Thus
all or part of the first portion of one face sheet (which
is generally delimited by a cut or a line of weakness)
can be removed to expose an adhesive portion of the other
5 face sheet. Likewise, all or part of the second portion
of the same or different face sheet can be removed to
expose an adhesive portion of the other face sheet.

The item of stationery may be folded to provide a
multi-sheet item. Before this is done, one or both faces
10 can be printed, e.g. using a laser printer. It may be
folded twice, or more. One or more sheet panels brought
into contact by folding may be connected together by
removal of a portion of a face sheet of one of the
panels, to expose adhesive. There may be cuts or lines
15 of weakness so that a non-adhered part can subsequently
be removed.

The front and rear face sheets may both be of paper
or other printable material. Alternatively, one of them
may be of a clear film material.

20 In a second aspect, the invention provides a method
of producing a stationery item comprising providing an
item of stationery according to the first aspect,
applying data to at least one of the front and rear face
sheets (preferably by means of a non-impact printer), and
25 folding the item to produce a multi-layer assembly.
Portions may then be connected together by removal of
portions of base sheets to expose adhesive.

Generally prior to the folding step, an item may be subject to cutting steps to produce cuts and/or other lines of weakness extending through one or both face sheets.

5 Some embodiments of the invention will now be described in greater detail with reference to the accompanying drawings in which:

Fig. 1 is a schematic side view of a sheet which is a first embodiment of the invention;

10 Fig. 2 is a like view of a sheet which is a second embodiment of the invention;

Fig. 3 illustrates further steps in the use of a sheet as shown in Fig. 1; Fig. 3A showing it during folding, Fig. 3B showing the front face before folding, 15 and Fig. 3C showing the rear face before folding;

Fig. 4A, B and C are a set of views similar to those of Figs 3A, 3B and 3C but showing the use of the sheet shown in Fig. 2;

20 Figs 5A and 5B are, respectively, reverse and face views of a composite sheet which is a third embodiment; and

Fig 5C is a perspective view, from beneath, showing the sheet of Figs 5A and 5C being folded and adhered to provide a consignment note.

25 Fig. 1 shows a composite sheet 10 having a front face sheet 12 and a rear face sheet 14 connected by an adhesive layer 13. In this embodiment, both of them are

5 sheets of printable, suitably 60 gsm, paper. A central portion 16 of the front sheet 12 carries on its inner face a release coating 18 of silicone material, extending across the full width of the sheet, to define a central panel. The rear sheet 14 has outer portions 20, 22 where the inner face likewise bears silicone release material 24, 26. In this embodiment, there is essentially no overlap between the silicone coats 18, 24, 26 on the front and rear sheets, and, between them, they extend
10 over substantially the entire area of the compound sheet. A sheet portion bearing a silicone release coat can be peeled away, to expose the adhesive-coated inner face of the other sheet.

Fig. 2 shows a similar compound sheet 110 having a
15 front sheet 112, a rear sheet 114, and an interposed adhesive layer 113. Once again the sheet is divided into three portions. A central portion 116 is defined by the presence of a silicone release coat 118 on the front face sheet. A second portion 122 is defined by the presence
20 of a silicone release coat 126 on the rear sheet 114. However the opposite end portion 120 does not have any release coat.

In Figs 1 and 2, the width of the middle portion 16, 116 is essentially equal to the width of one outer
25 portion 20, 120 (the one without any release coating in the embodiment of Fig. 2). The other outer portion 22, 122 is wider.

The sheets as shown in Figs 1 and 2 can be treated as normal stationery sheets which can be fed through conventional printers such as laser printers. A multiplicity of such sheets can be formed into a stack essentially the same as a stack of ordinary paper. This is particularly so with the embodiment of Fig. 1, in which all portions of the compound sheet are essentially the same, consisting of two thicknesses of outer sheet 12, 14, the layer of adhesive 13, and one barrier coat 14, 18 or 26. In the embodiment of Fig. 2, the outer portion 120 differs from the rest in not having the barrier coat, but this does not significantly affect the thickness. Thus the behaviour of the sheets is very different from compound sheets in which different portions have different numbers of sheets, e.g. because of adhered labels.

Fig. 3 illustrates a possible use of the sheets shown in Fig. 1. The three portions 20, 16, 22 have been further delimited by fold lines 30, 32 such that the bottom panel (as seen in Fig. 3B) can be folded upwardly over the middle panel 16, and the top panel 20 can be folded rearwardly. The top sheet 12 in the middle panel 16 (which has the release coating 18) has an L-shaped cut delimiting a removable L-shaped portion 34 bordering one lateral edge and the upper panel 20. Slightly inwardly of this, there is an L-shaped perforation 36.

The upper panel 20 has on the rear face, as shown in

Fig. 3C, a right hand marginal portion 38 where the bottom sheet 14 has been cut to provide a portion that can be peeled away. Inwardly thereof, the entire panel has a line of perforation 40.

5 The rear sheet 14 has a cut 42 at the edge of the bottom panel 22, closely adjacent the fold line 32.

 To produce a consignment note, the sheet is first held top side up as shown in Fig. 3B. The L-shaped strip 34 is peeled away from the middle panel, thus exposing an
10 L-shaped glue band. The bottom panel 22 is then folded over and adhered to the glue band. This creates a pocket, open along one edge 44. The marginal strip 38 is peeled away from the rear of the top panel 20, to expose
15 a glue strip. The panel 20 is then folded back so that it is adhered to the rear of the central panel 16. The entire bottom panel 22 of the rear face sheet 14 is then peeled away, exposing a large panel of adhesive, so that the consignment note can be adhered securely to a parcel or envelope. The top copy, provided by the top panel 20,
20 can be torn away by tearing along the tear line 40 adjacent the marginal glue panel. It is also torn along the fold line 30 (which may also be perforated). In transit, a further document such as a receipt can be stored in the pocket defined between the central and
25 bottom panels 16, 22. On delivery, the main part of the middle panel 16 can be torn away by tearing along the L-shaped tear line 36 and the adjoining fold line 32. This

may then be returned as proof of delivery.

Fig. 4 shows a somewhat simpler form of consignment note, prepared using the compound sheet shown in Fig. 2. Once again there are fold lines 130, 132, which are
5 generally also lines of perforation, delimiting the three panels 120, 116, 122. Once again the central panel 116 has an L-shaped cut in the top sheet and an adjacent L-shaped perforation extending through the entire thickness. The bottom panel 122 has a cut 142 through
10 the rear face sheet so that it can be removed virtually in its entirety.

Unlike the previous embodiment, there is no release coating in the region of the top panel 120. Thus the front and rear face sheets are permanently bonded
15 together. Before use, the sheet is printed as required and then folded, generally as for the previous embodiment. Once again a pocket is defined by the middle and lower panels, 116, 122. However the upper panel 120 is not connected other than at the fold line 132. The
20 bottom panel 122 is larger than the other panels and the projecting portion has an area 150 intended for receiving an address. In use, the rear sheet of the bottom panel 122 is peeled away so that the rest of the assembly can be adhered to an item to be dispatched. The top panel
25 120 is torn away to serve as an office copy. A further document such as a receipt can be placed in the pocket defined between the remaining panels.

Figs 5A, B and C show a third embodiment in which only portions of the rear sheet 214 are removable, to expose adhesive portions of the front sheet 212.

As in the previous embodiments, this embodiment is a
5 composite sheet 210 formed from a pair of identical
rectangular sheets of paper 212, 214 adhered to each
other by an adhesive layer 213, with fold lines provided
by perforations 130, 132 so it can be folded in Z-form
with three overlying panels: top panel 220, middle panel
10 216 and bottom panel 222. Release material and
perforations allow portions of the rear sheet 214 to be
removed. Thus the bottom panel has a U-shaped
perforation 260 through the rear sheet 214, with release
material provided so that a U-shaped portion 262 of the
15 rear sheet 214 is removable to expose a U-shaped area 264
of adhesive 213. The bottom front face panel 222 may have
a small corner face cut 266 overlying the U-shaped
portion 262 to assist in peeling away the latter.

The top panel 220 has side panels 270, 272 of the
20 rear sheet 214 adapted to be peeled away to expose areas
of adhesive 274, 276. The middle panel 216 has lateral
cutouts 278, 280 shallower than the side panels 270, 272
of the top panel 220, where the entire thickness of the
composite sheet 210 is removed. Lines of perforation
25 284, 286 extend through the composite sheet in the upper
and middle panels, slightly inwardly of the exposable
adhesive areas 270, 272.

Thus as shown in Fig 5C the composite sheet 210 can be folded after removal of portions of the rear sheet so that the top panel 220 is adhered to the bottom panel 222 (via the cutouts 278, 280 in the middle panel 215) and to the middle panel 216 (by the portions of the adhesive areas 270, 272 extending beyond the cutouts). The folded unit is adhered to a package by the U-shaped area 264 of adhesive, defining a pocket for receiving documents through a mouth 282.

Whereas the invention has been described with reference to preferred embodiments, it will be appreciated that much variation is possible. Whereas in the illustrated embodiments both of the face sheets are of paper, one of them (generally corresponding to the rear sheet) may be of clear film. It can then be arranged that one or more portions of the facing sheet can be removed, to create windows. In the folded configuration of the sheet, printed information may be displayed through these.

A further possibility is to provide a film which seals over the top of the assembled consignment note to provide weatherproofing.

CLAIMS

1. An item of stationery having a front face
sheet, a rear face sheet, an adhesive layer between said
5 front and rear face sheets; and release means comprising
first release means interposed between a first portion of
a face sheet and the adhesive layer; and second release
means interposed between a second portion of a face sheet
and the adhesive layer.
10
2. A stationery item according to claim 1 wherein
said first and second release means affect the front and
rear face sheets, respectively.
- 15 3. A stationery item according to claim 1 wherein
said first and second release means affect spaced
portions of the rear face sheet.
- 20 4. A stationery item according to any preceding
claim wherein said first and second release means are at
least substantially non-overlapping.
- 25 5. A stationery item according to any preceding
claim including third release means interposed between a
third portion of a face sheet and the adhesive layer.
6. A stationery item according to claim 5 wherein

the front and rear face sheets are rectangular and of substantially identical size and are adhered in register to produce said stationery item which is rectangular and is divided into three serially arranged panels: a central panel where said third release means affect one of the faces, and a pair of outer panels where said first and second release means affect the other one of said faces.

7. A stationery item according to claim 6 wherein said first, second and third release means affect the respective faces over substantially the whole area of the respective panels.

8. A stationery item according to any preceding claim wherein all or part of the first portion of one face sheet is delimited by a cut or a line of weakness so that it can be removed to expose an adhesive portion of the other face sheet.

9. A stationery item according to any preceding claim wherein all or part of the second portion of one face sheet is delimited by a cut or a line of weakness so that it can be removed to expose an adhesive portion of the other face sheet.

10. A stationery item according to any preceding claim wherein all or part of the third portion of one

face sheet is delimited by a cut or a line of weakness so that it can be removed to expose an adhesive portion of the other face sheet.

5 11. An item of stationery produced by a process comprising providing a stationery item according to any preceding claim and folding it to provide a multi-sheet item.

10 12. A multi-sheet item according to claim 1 wherein two or more sheet panels brought into contact by folding are connected together by removal of a portion of a face sheet of one of the panels, to expose adhesive.

15 13. A multi-sheet item according to claim 11 or claim 12 wherein at least one of the exposed surfaces has at least a portion which is removable to expose said adhesive.

20 14. A multi-sheet item according to claim 12 or 13 wherein said connection of two sheet panels defines a pocket, open at one side.

25 15. A stationery item according to any preceding claim wherein the front and rear face sheets are both of paper.

16. A stationery item according to any of claims 1-14 wherein at least one of the front and rear face sheets is a clear film material.

5 17. An item of stationery substantially as herein described with reference to and as illustrated in the accompanying drawings.

10 18. A method of producing a stationery item comprising providing a first sheet and a second sheet which is optionally continuous with said first sheet; applying plural release means to plural surface portions of said sheets, comprising first and second surface portions on the same surface of one of the first and
15 second sheets, or on opposed surfaces of different ones of said sheets; and laminating together said first and second sheets by means of an interposed adhesive layer which adheres to the opposed surfaces of both sheets, adhering peelably or not at all to the release means on
20 the surface portions.

 19. A method according to claim 18 including a step of producing at least one cut or line of weakness delimiting all or part of one or more of the sheet
25 portions.

 20. A method according to claim 18 or claim 19

wherein data are applied to the laminated sheets which are then folded to produce a multi-layer assembly.

21. A method according to claim 20 wherein at least
5 a part of at least one of said sheet portions is removed to expose adhesive, and said folding brings this into contact with an opposed sheet portion to which it adheres.

10 22. A method of producing a stationery item substantially as herein described with reference to and as illustrated in the accompanying drawings.

Fig 2

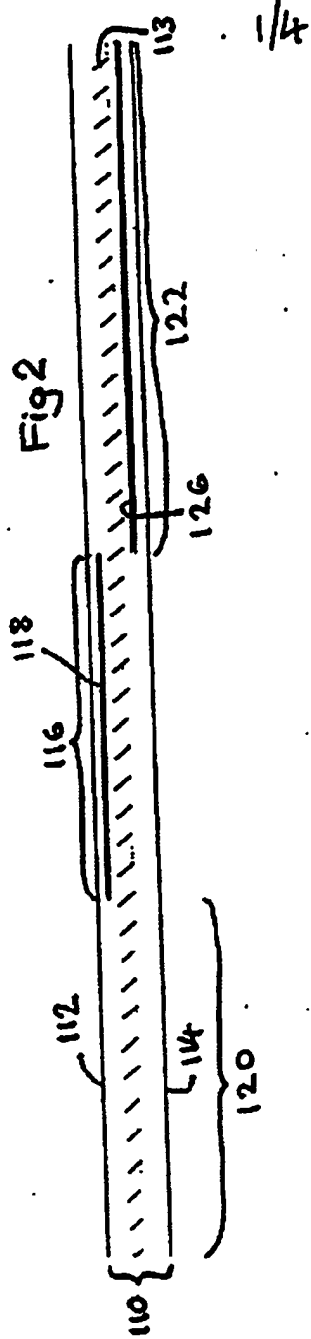
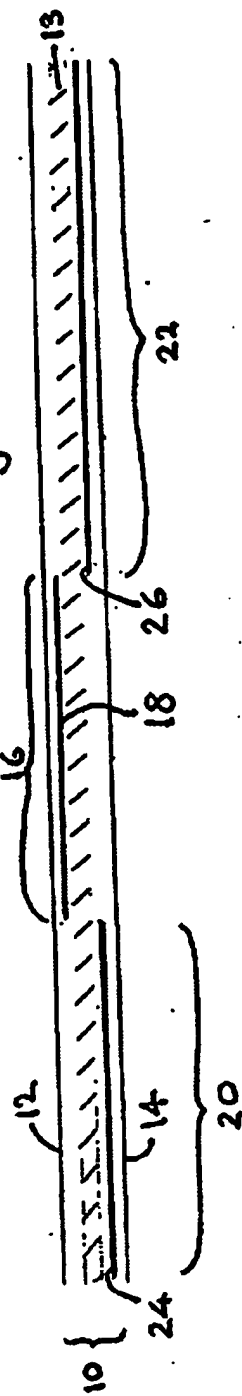
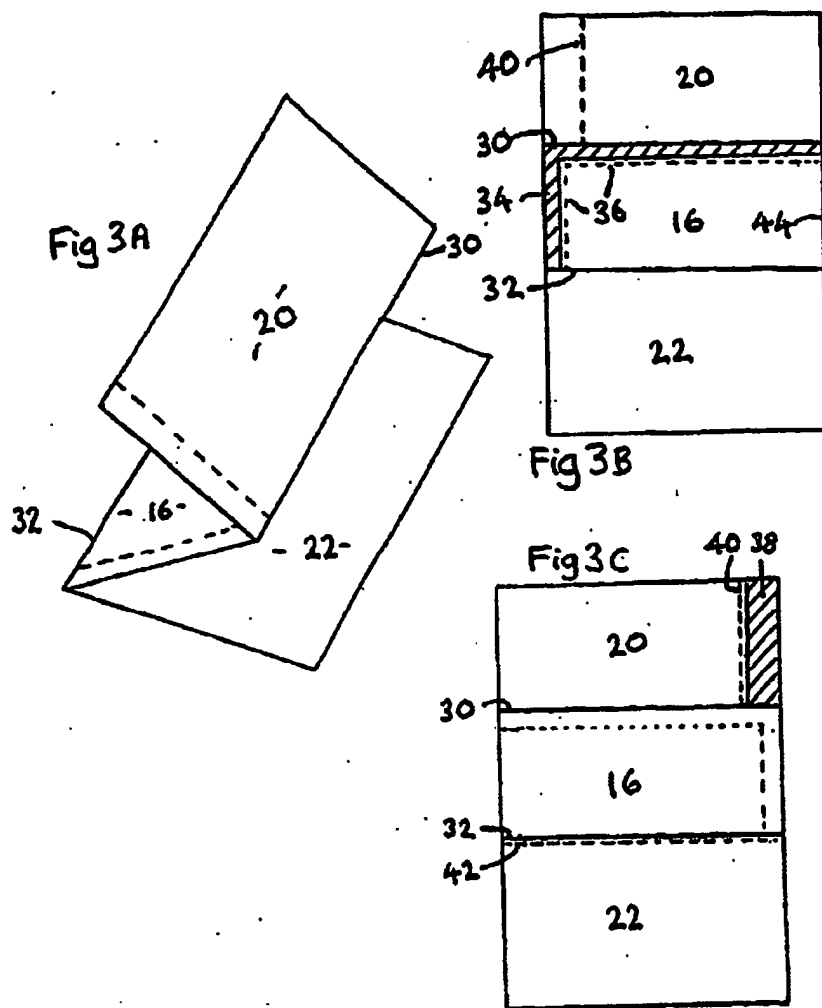


Fig 1





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Fig 4A

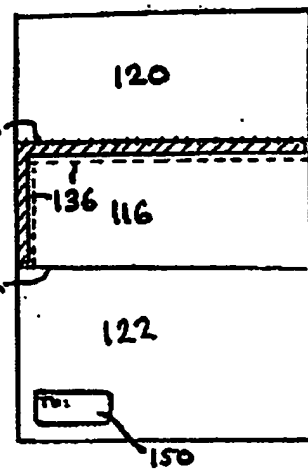
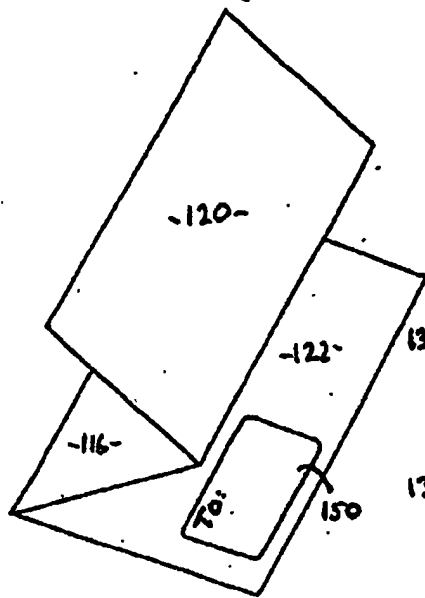


Fig 4B

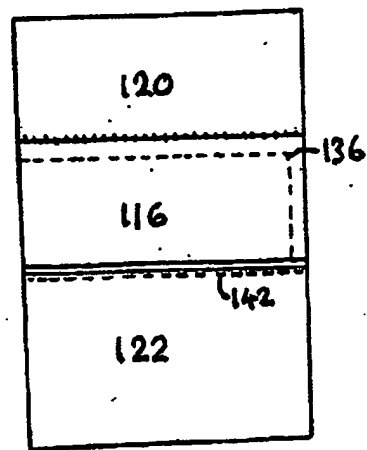


Fig 4C

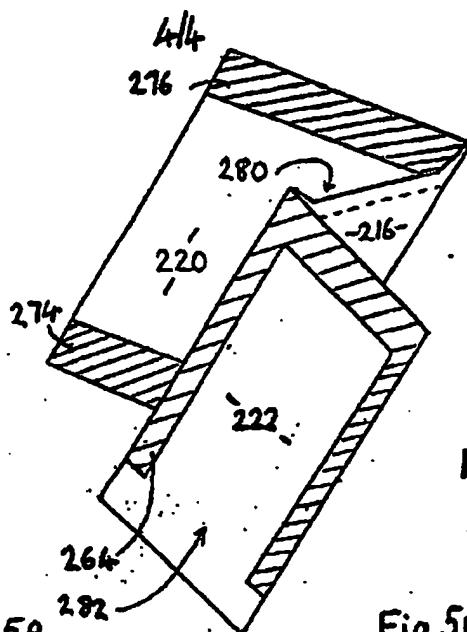


Fig 5c

Fig 5A

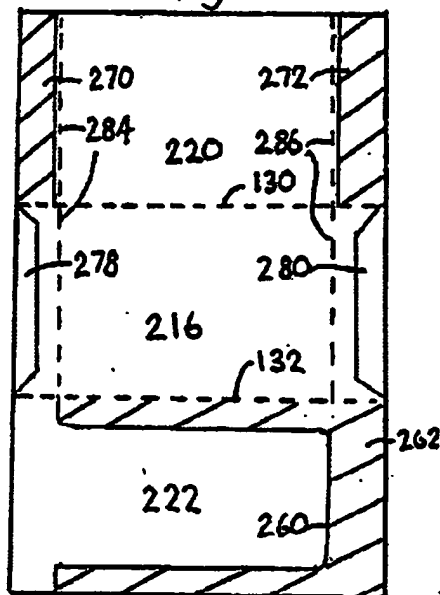


Fig 5B

